

The Union for Ethical BioTrade (UEBT)

The Union for Ethical BioTrade (UEBT) is a non-profit association that promotes the sourcing of natural ingredients with respect for people and biodiversity. Through its members, companies sourcing natural ingredients in the food, cosmetics and pharmaceutical sectors, UEBT advances practices for biodiversity innovation and sourcing that promote sustainable business growth, local development and biodiversity conservation. UEBT seeks to contribute to the objectives of the Convention on Biological Diversity and the UN Sustainable Development Goals. The UEBT assurance system verifies compliance of UEBT Trading Members with the UEBT membership obligations, and certifies compliance of natural ingredients with the UEBT Ethical BioTrade Standard.

UEBT has a small team of dedicated professionals. For the Amsterdam office UEBT is looking for an

Ethical BioTrade Standard and certification expert

The successful candidate will take the lead on the implementation and further development of UEBT verification and certification system, in close collaboration with the other UEBT team members. He/she will divide time between the strengthening of the internal systems, the monitoring of certification bodies, the provision of support to member companies, and assuring compliance with relevant ISEAL codes of good practice. In practice this means, among others, developing procedures, policies and guidance, training and supervision of auditors, and training and advisory to companies to develop Ethical BioTrade practices in their management systems and their supply chains. Frequent travel to all parts of the world is part of this assignment.

The successful candidate will already possess private sector experience regarding management of natural specialty ingredient supply chains, and the implementation of ethical sourcing practices with local supplier communities. The ideal candidate will also have professional auditing experience of company management systems and natural ingredient supply chains, and have an excellent understanding of, and work experience with, the Ethical BioTrade standard. Applicants for this position should be ready to apply this knowledge to strengthen the UEBT system and share with UEBT members and service providers.

The successful candidate is able to function effectively in a small organization with limited resources. He/she is constructive and service oriented, ready to take on new responsibilities, work on a broad variety of tasks, and handle multiple priorities in a dynamic environment. The candidate will be working closely together with colleagues in Brazil and Europe and will report to the Executive Director.

Responsibilities:

- Manage the UEBT certification and verification services on a day-to-day basis, assuring that the UEBT assurance system is efficient, credible and cost-effective, and meets the expectations of the UEBT members and complies with ISEAL principles.
- Conceive and implement innovative approaches to verification and certification, adapted to the reality and needs of UEBT member companies and their suppliers.

- Carry out oversight of certification bodies, including the training of auditors and conducting shadow audits, to assure the quality of auditors conducting UEBT audits.
- Support the UEBT standard revision process, providing technical inputs based on experience with the standard, and managing inputs from UEBT member companies, their suppliers, and auditors.
- Collaborate with other standard systems and actively participate in the ISEAL community to improve UEBT's systems.
- Support UEBT member companies around the world in the development of Biodiversity Management Systems, Internal Monitoring Systems, and structure supply chains monitoring systems to reach compliance with UEBT membership obligations and the Ethical BioTrade standard.
- Assure integration of the UEBT standard and assurance system with UEBT M&E system, data management platforms, and work on Access and Benefit Sharing.
- Conduct assessment of management systems and supply chains around the world on a project basis, particularly in Brazil, Europe, and Africa.

Candidate requirements:

- Master's degree in ecology, agronomy, environmental science, or related.
- At least 10 years work experience in the area of ethical sourcing of biodiversity and Ethical BioTrade, including work experience with companies and local communities.
- Work experience in Latin America, Africa and Europe is a must, given UEBT's membership base, as well as experience with UEBT member companies and/or certification bodies that work with UEBT.
- Proven private sector work experience in the cosmetics, food or pharma sector, in the area of supply chain development and management of specialty natural ingredients.
- Proven work experience as an auditor of companies and supply chains of natural specialty ingredients. Experience with the Ethical BioTrade standard.
- Experience with provision of support to companies in the development of UEBT management systems and in the implementation of Ethical BioTrade supply chain practices, preferably in various continents.
- Ability to translate concepts into practice, coordinate tasks with various professionals, and execute day-to-day hands-on tasks.
- Ability to solve problems in a proactive and practical way, while respecting decision-making processes in multi-stakeholder structures
- Able to operate in a small organisation with limited resources
- Fluency in English, Portuguese, and Spanish are a precondition for this position.

Employment is based upon 40 hours a week. The position is based in Amsterdam and implies regular global travel. The initial contract will be a one-year contract, to be renewed in case the candidate functions well.

Please send your application before the 15th of December 2016 to info@ethicalbiotrade.org.

www.ethicalbiotrade.org